

# OFFICE of the FIRE COMMISSIONER

Office Of The Fire Commissioner  
Bureau Du Commissaire Aux Incendies



2007  
ANNUAL REPORT  
2008





## Mission Statement

To safeguard both persons and property from fire and life safety hazards through education, investigations, emergency response and code application.

## Our Values

**We believe** people have the right to live in safe communities.

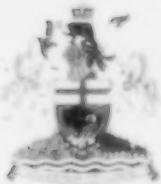
**We believe** in providing the best possible programs and services to our clients.

**We believe** being responsible for our organization and in our organization being fair, effective and efficient.

**We believe** in the loyalty of our people and value their continued development.



Base camp in Churchill, MB 2007



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Minister of Labour and Immigration

Legislative Building  
Winnipeg, Manitoba, CANADA  
R3C 0V8

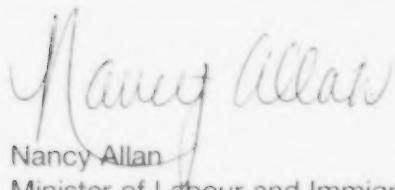
His Honour  
The Honourable John Harvard, P.C., O.M  
Lieutenant Governor of Manitoba  
Room 235, Legislative Building  
Winnipeg MB R3C 0V8



Your Honour:

I have the privilege of presenting the twelfth Annual Report of the Office of the Fire Commissioner for the fiscal year ended March 31, 2008.

Respectfully submitted,

  
Nancy Allan  
Minister of Labour and Immigration



**Labour and Immigration**

Deputy Minister of Labour and Immigration  
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Honourable Nancy Allan  
Minister of Labour and Immigration  
Room 317 Legislative Building  
Winnipeg MB R3C 0V8

Minister:

I am pleased to submit, for your consideration, the twelfth Annual Report of the Office of the Fire Commissioner for the year ended March 31, 2008.

The Board and Management continue to strive to meet the important organizational mission of safeguarding both persons and property through education, investigations, emergency response and code application.

Respectfully submitted,

Jeff Parr

Deputy Minister and Chairperson of  
the OFC SOA Advisory Board

**Manitoba**  
spirited energy

# OFFICE of the FIRE COMMISSIONER



Jeff Parr  
Deputy Minister of Labour and Immigration  
Room 311 Legislative Building  
Winnipeg MB R3C 0V8

Dear Chairperson:

I am pleased to submit for your review the 2007/08 Annual Report of the Office of the Fire Commissioner for the year ended March 31, 2008.

### *Highlights of the year:*

- Non-levy revenues represent 44% of revenues, up from 21% in the first year as a SOA;
- The Agency applied for and received federal and provincial grants to cover costs associated with hazardous materials and heavy urban search and rescue initiatives;
- In partnership with Manitoba Aboriginal and Northern Affairs, the Office of the Fire Commissioner is in its third year of a fire protection strategy to enhance fire protection services in northern and remote communities;
- Following the introduction of new *Fires Prevention and Emergency Response Act* and a Fire Safety Inspections regulation, all correctional facilities in the province have been inspected by Agency staff;
- Through the Manitoba Emergency Services College over 6400 individuals were certified in emergency management and response;
- Fire investigators investigated over 650 fires in 2007/08;
- The Agency participated in over 40 emergency responses.

Through our continued commitment to enhance the level of public safety in the Province of Manitoba, the Office of the Fire Commissioner will continue to be a leader in the emergency services community.

Yours truly,

Douglas M. Popowich  
Fire Commissioner



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# SPECIAL OPERATING AGENCY ADVISORY BOARD

*The role of the Advisory Board is to provide advice on the Agency's strategic operations and on changes to its mandate, structure, business practices and finances. The Advisory Board reviews and comments on all Agency's proposed business plans, quarterly and annual reports.*

The Advisory Board consists of the following individuals:

**JEFF PARR**

*Board Chair*

*Ex Officio*

Deputy Minister,

Manitoba Labour and Immigration

**DOUGLAS POPOWICH**

*Ex Officio*

Fire Commissioner,

Office of the Fire Commissioner



Douglas Popowich with Rob Pike and Jeff Parr at the 2007 MES Conference

## **Members**

**KEVIN BRISCOE**

*Client Representative*

ING Insurance

**WAYNE SHERWOOD**

*Client Representative*

**DENNIS NODRICK**

*Client Representative*

Manitoba Association of Fire Chiefs

**ALAN RANSOM/RALPH GROENING**

Association of Manitoba Municipalities

*Councilor, RM of Morton*

**GORD FAVELLE**

Agency Staff Representative

*Manager CISM,*

Office of the Fire Commissioner

# 1



## AGENCY PROFILE

Manitoba Urban Search and Rescue Team CAN TF-4

### Historical Perspective

*The Fires Prevention Act* was originally created in 1872, for the prevention of prairie fires and included the authority to conduct fire investigations. In 1885, the Act was amended to include fire protection of wooded lands. In 1876, the first Fire Commissioner was appointed. In 1940 *The Fires Prevention Act* was separated into two parts. Part I dealt with the forest fires and Part II outlined the responsibilities of the Fire Commissioner in the area of fire prevention and protection. Training of fire fighters became a responsibility in the early 1960s. Part I was replaced with *The Wildfires Act* in 1997.

In 2002, as a result of the World Trade Center Crisis, Bill 2, *The Security Management Act* (Various Acts Amended), received Royal Assent. This Bill changed *The Fires Prevention Act* to *The Fires Prevention and Emergency Response Act*. (FPERA) Bill 2 mandated the Office of the Fire Commissioner (OFC) to respond to emergency situations and ensure a sufficient incident management system is in place and operational. In addition, the Bill expanded the role of the Fire Commissioner from being able to order evacuations in times of emergencies resulting from fire to include the order of evacuations for all life threatening emergencies.

The OFC is responsible for all building codes and standards through *The Buildings and Mobile Homes Act*. The forerunner of this

Act was *The Manitoba Public Buildings Safe Egress Act* of 1877. This was followed by *The Manitoba Public Building Act* in 1884. The focus of both these Acts was safe public assembly buildings and means of egress. The proliferation of building codes and standards, within the province, caused the Government of Manitoba, in 1974, to introduce *The Buildings and Mobile Homes Act* which came into full force on April 1, 1977. The regulation under this Act is the Manitoba Building Code which is the minimum construction standard adopted by the province.



The Agency provides a wide spectrum of mandated services and related activities. No one service area of the Agency stands alone. They are all fundamentally interrelated with the Education and Training and Emergency Response areas being the unifying and defining components.

# Organizational Services

*The services provided are allocated into the following six sections:*

## Administration

Through the Fire Commissioner, the Administration Section provides overall leadership and direction to the organization. All planning for fiscal, operational, human resource management and policy development is the responsibility of this Section.

## Emergency Services/ Municipal Support



Provides consultative services and support to the Municipal Fire Service in the areas of fire department management and operations, fire prevention inspections, public education and fire investigations, as well as provides support to the province-wide Mutual Aid System.

## Education and Training



Provides comprehensive Emergency Services training, public education, Critical Incident Stress Management (CISM), and emergency medical training through the Manitoba Emergency Services College (MESC) or local community-based trainers.

## Codes and Standards



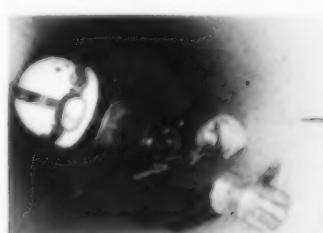
Provides building plan review, code enforcement, consultative services, verifies permit applications, and provides advice in the development of the Manitoba Building, Fire and Plumbing Codes.

## Fire Investigations



Determines the origin and cause of all fires referred to the Agency.

## Emergency Response

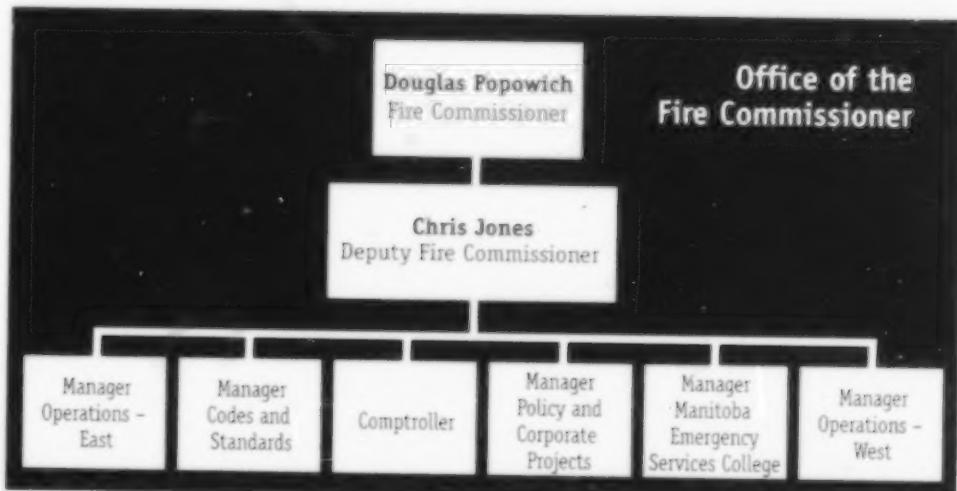
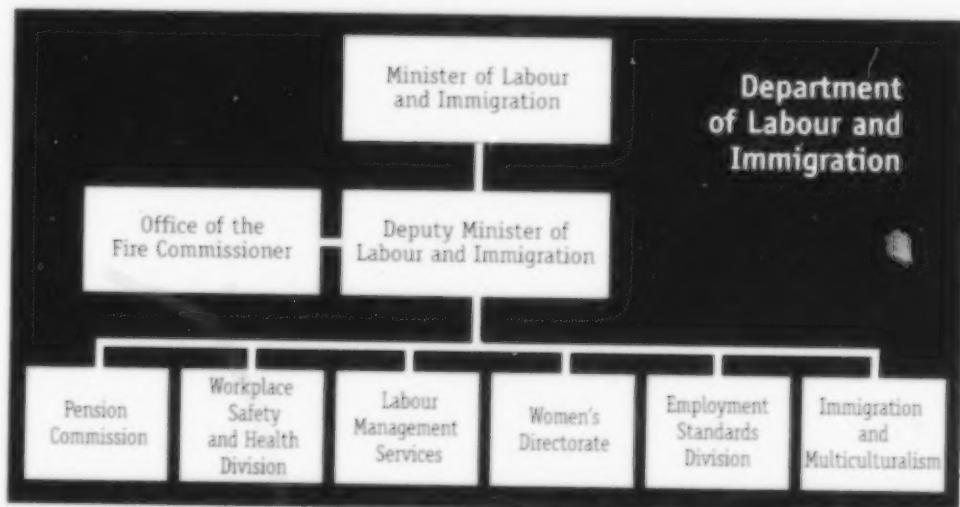


Provides Emergency Response services to the Province of Manitoba to assist with the operation and mitigation of major emergency incidents that are larger than Municipal capabilities, too technical in nature for Municipal resources, or of a provincial nature.

## Organizational Structure

The Office of the Fire Commissioner is an SOA (Special Operating Agency) contained within Manitoba Labour and Immigration and reports directly to the Deputy Minister of Labour and Immigration.

Currently the Agency has 68 staff years. The Fire Commissioner reports to the Deputy Minister of Labour and Immigration and acts as the Agency's Chief Executive Officer. The Fire Commissioner provides overall supervision and guidance to the Agency with the assistance of a Deputy Fire Commissioner. Under the direction of the Fire Commissioner or Deputy Fire Commissioner the Management Team provides the day to day management of the organization and consists of Managers from the Administration, Emergency Services/Municipal Support, Education and Training, Codes and Standards and Emergency Response Sections. The Agency has offices in Winnipeg, Brandon, Thompson, The Pas and Beausejour.





# 2

## PROVINCIAL FIRE STATISTICS

PFPP Students with MESC Instructor

During 2007, Manitoba reported 5,937 fires. The number of fires decreased by 141 or 2 per cent from the 6,078 reported in 2006. Property damage has increased by \$4,399,187 or (4 per cent) over last year's figures. There were twenty eight fatalities, an increase of 11 over the 17 reported in the previous year. Injuries stand at 293, a decrease of 84 injuries, from the 377 reported last year.

Fires in Manitoba resulted in an estimated \$120.9 million in property damages during 2007. Thirty-seven major loss fires (damages of \$500,000 and over) accounted for \$52.3 million (43 per cent) of the total estimated property loss in 2007. During 2006 Manitoba recorded 27 major losses with damages of \$45.0 million.

During 2007, 28 people (27 adults) perished as a result of 22 fires in the Province. Seventeen or 61 per cent of these fatalities occurred in the home.

While the cost of fires in terms of injury, death and property loss is high, it must be compared to the costs saved in lives and property as a result of the efforts of the Manitoba Fire Service. During 2007, an estimated \$3.8 billion in property was saved as a result of the containment and suppression of fires.

### The Number of Fires In Manitoba:

*Number of Fires per 100,000 population*

	2007	2006	2005	2004
Manitoba	469	483	424	423

### The Cost of Fires to Manitoba:

*Property Loss per capita*

	2007	2006	2005	2004
Manitoba	95.42	92.61	92.75	68.70

### *Injury Rate per 100,000 population*

	2007	2006	2005	2004
Manitoba	23.13	29.97	30.99	26.54

### *Death Rate per 100,000 population*

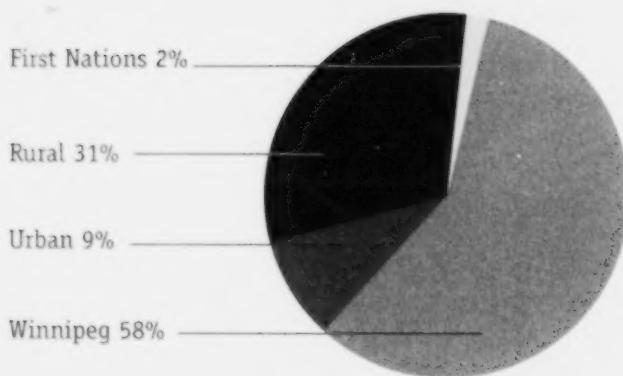
	2007	2006	2005	2004
Manitoba	2.21	1.35	1.44	1.52

### The Location of Fires in Manitoba

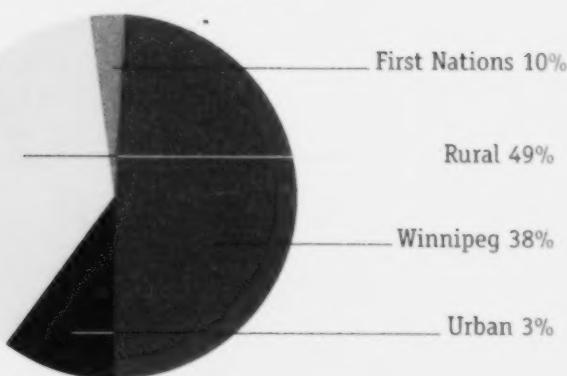
*Distribution of Fires*

	2007	2006	2005	2004
Winnipeg	3,450	3,857	3,470	3,351
Remainder of Province	2,487	2,168	1,830	1,925

### 2007 Manitoba Fires



### 2007 Manitoba Property Damage



In addition, the Manitoba Fire Service reported assisting in the evacuation of approximately 1068 individuals from fires.

The City of Winnipeg accounts for 58 per cent of reported fires and 38 per cent of property damages in Manitoba. During 2007, 2,104 or 61 per cent of Winnipeg's fires involved outdoor property, primarily rubbish and grass fires. Of these outdoor property fires, 1,204 or 57 per cent were intentionally set or of a suspicious nature.

Rural Manitoba reported 42 per cent of the fires and accounted for 62 per cent of property damages.

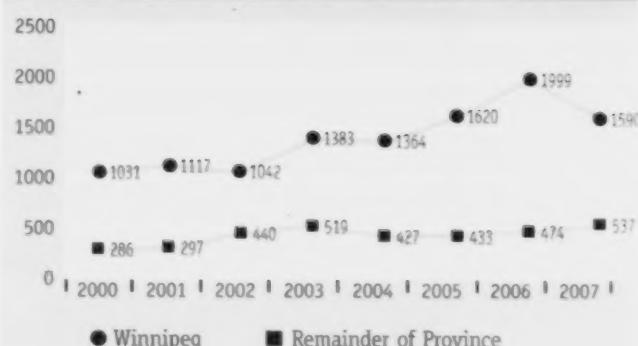
During 2007 there were 5,937 fires which caused \$120,900,917 in damages. Outlined within the Causes of Fires table are the percentages of fires and damages by four major causes: accidental, arson, suspicious, and undetermined.

During 2007 the City of Winnipeg reported 1,590 incidents which were determined to be incendiary or suspicious in nature; this depicts a decrease of 20 per cent or 409 fires below the 1,999 incidents in 2006. The remainder of the Provincial fires determined as arson suspicious rose to 537 for an increase of 13 per cent or 63 over the 474 reported in 2006.

#### Causes of Fires

	Fires	Property Damage
Accidental	40%	48%
Arson	11%	11%
Suspicious	25%	6%
Undetermined	24%	35%

#### Manitoba Arson/Suspicious Fires 2000-2007



The Arson Strike Force and Youth Fire Stop Program remain dedicated to reducing the losses in both the City of Winnipeg and the remainder of the Province.



Brandon Low Head Dam Rescue 2007



2007 Hazmat Technical Course

## KEY CONTINUOUS IMPROVEMENT OBJECTIVES

The Agency identified several goals for the 2007/08 business plan year. These goals form the organization's action plan for each section. The following information provides an overview of the current status of each section's goals and objectives.

### ADMINISTRATION

#### *3.1.1 To continue to develop the necessary regulations to support the new FPERA.*

The *Fires Prevention and Emergency Response Act* (FPERA) was proclaimed on November 1, 2006. In development of this legislation, extensive consultation with the Association of Fire Chiefs (MAFC), the Association of Manitoba Municipalities (AMM) and other key stakeholders was undertaken and significant improvements have been implemented. Roles of local assistants, municipalities and municipal officials under the legislation have been expanded and there has been clarity provided surrounding the role of the OFC in fire and other emergencies. The amendments further clarify the role of municipalities in public safety in the province and improve the powers of local officials in dealing with fire and life-safety risks in their jurisdiction through several measures including the adoption of the Manitoba Fire Code and enforcement of inspections.

Throughout the second, third and fourth quarter the OFC worked with all stakeholders to develop regulations respecting certification of emergency personnel, incident management requirements for fees and charges and will be introduced in the 2008/09 regulations year.

#### *3.1.2 To provide a report for the possible expansion of the OFC's Brandon facility.*

The Manitoba Fire College was established in 1975 by the OFC to assist the Manitoba Municipal Fire Service with training and education. At that time the Manitoba Fire College was offering courses at the Agricultural Extension Centre in Brandon. In 1985 the Manitoba Fire College was built and seven OFC staff moved from the provincial building into the new Manitoba Fire College. In 1986 the Fire College offered the first full-time pre-employment program in Canada. This first program graduated 11 students. The Fire College also issued 620 certifications to municipal fire departments. In 1994,

the province expanded the Fire College by adding on seven classrooms, a state of the art theatre, a boardroom and student lunch room to the existing facility. The Fire College was also given a new name, the Manitoba Emergency Services College (MESC). The MESC now graduates 64 full-time Public Fire Paramedic Program (PFPP) students and issues over 4000 other certifications a year. In 1997 the province again expanded the MESC and built the Practical Training Site. This site is used by the MESC, fire departments from across Manitoba and industry. The facility is now home to the 37 full-time OFC staff headquartered in Brandon. As well, the MESC provides support to more than 100 casual staff (instructors) and is utilized by several organizations in the province.

With the increased growth shown in the past years, the OFC is now facing several challenges with respect to housing of staff, classroom availability and emergency response equipment storage. Currently the OFC is renting an ATCO trailer to house

eight of the full-time staff as the office space is not large enough to handle the staff in the facility. The OFC has developed a client base that includes all municipalities emergency response services, Regional Health Authorities (RHA), as well as industry and policing agencies. To continue the growth is paramount to the success of the OFC and a long-term investment will result in the ability to continue to expand the programs offered.

In 2006/07, the OFC secured technical drawings of the proposed expansion and in the first quarter of 2007/08 a plan was provided to Treasury Board which outlined capital needs and allocations. Treasury Board has directed the Agency to proceed with the building expansion and to provide further information once quotes are received. A tender document was posted in the third quarter with the successful bidder being Crane Steel Structures from Brandon Manitoba. Phase one of the expansion has been completed.

## **MUNICIPAL SUPPORT**

### ***3.2.1 To continue to enhance, develop and support training education opportunities in the more remote locations of the province.***

The Agency continues to be committed to developing and supporting training and education opportunities in Northern Manitoba. Through a close working relationship with key stakeholders such as Manitoba Conservation, Manitoba Hydro, INCO, Manitoba Aboriginal and Northern Affairs (ANA) and Thompson Fire and Emergency Services, there has been a notable increase in utilization of the Thompson Practical Training site.

Through an Emergency Services Officer (ESO) located in Thompson and The Pas, the Agency

continues to provide support and assistance in the areas of consultative services, fire prevention, public education, training and education, and emergency response planning to northern communities.

In addition, the Agency is in its third year of a partnership with ANA in the delivery of community-based fire protection and emergency response education programs for northern and remote communities. During the first quarter, training was provided to the community of Pine Dock and during the second quarter in Norway House. During the third quarter training was being provided to Easterville and finished in the fourth quarter. Since the implementation of this program the Agency has certified over 100 firefighters in 13 communities.

### ***3.2.2 To support municipalities following the adoption of the regulation regarding fire safety inspections required by municipalities.***

Although municipalities are required to provide fire protection services, they are allowed to decide how and what services they provide. Providing fire inspections is an effective method of providing fire protection but is a service not provided by a large number of municipalities across the province. The issue of lack of fire inspections in occupancies located in the province has been raised with Treasury Board by the Insurance and Risk Management Branch of Manitoba Finance.

Legislation has been passed that requires all municipalities to adopt and enforce the Manitoba Fire Code. The buildings required to be inspected have been outlined in the Fire Safety Inspections Regulation. The OFC developed this regulation with key stakeholders from the MAFC and AMM and



Iqaluit Fire Fighters in training

is committed to ensuring that support is provided to any municipality asking for assistance in performing inspections when requested. In addition, the Agency is providing more training programs related to fire inspections in the 2007/08 year.

It should be noted that inspections of Crown-owned property will be the responsibility of the OFC and the Agency began the inspection of correctional facilities and detention centres in the second quarter and completed these inspections in the third quarter.

## **EDUCATION AND TRAINING**

### ***3.3.1 To continue to ensure that education and training programs meet the diversity of our clients.***

In 1999, a marketing plan was developed to assist with the recruitment of aboriginal people to the Public Fire Paramedic Program (PFPP). To assist in this task, the Agency sought the services of an intern of the Aboriginal Management Development Program. Partnership agreements and a Memorandum of Understanding (MOU) were established between the Agency, the Manitoba Assembly of Chiefs and the Manitoba Métis Federation. The Agency put in place a half-time liaison officer to deal specifically with aboriginal issues.

The Agency will continue to work towards establishing linkages that will assist with the Agency's cultural and diversity training initiatives. The Agency will be monitoring the increase in aboriginal participants in the PFPP to ensure that all partnership objectives are maintained.

### ***3.3.3 To implement the training programs necessary to address the Provincial Hazard Analysis and Risk Assessment Gap Analysis.***

A Provincial Hazard Analysis and Risk Assessment has been completed and released. Through this initiative the agencies involved

have been provided with a detailed listing of each community's risk(s). The OFC will strive to address the assessment through response enhancements and education in the areas deemed to be the highest risk.

The report indicates that there is a need to enhance communities' education and response capabilities in areas such as firefighting and Incident Command. To assist in this area, the Agency released a web-based training program on Incident Command that is available to emergency responders. Further enhancements will be developed during the 2008/09 year.



2007 Hazmat exercise in Thompson, MB

## CODES AND STANDARDS



2007 Code Consultations

### **3.4.1 To increase the per capita fee for Part 9 contracts from the current \$2.50 to \$3.00.**

*The Buildings and Mobile Homes Act* provides that all municipalities have the responsibility to enforce the *Manitoba Building Code*. Several years ago, in response to the fact that many municipalities were not enforcing the Code, the Agency entered into a number of contracts for service. The current contract is based on a rate of \$2.50 per person to a minimum of \$1,300.00. The Agency issues approximately 80 permits via this contract.

Through approval of the 2006/07 business plan, the Agency implemented the increase effective January 1, 2008. Through this small increase in fees, the Agency will continue to ensure that costs for providing this service are fully covered.

### ***3.4.2 To continue to explore the development of energy and water efficiency/conservation codes or objectives in The Buildings and Mobile Homes Act.***

One of the emerging areas of code consideration is the development of minimum objectives related to energy and water efficiency/conservation. The Agency has recently been involved in several meetings with members from Science, Technology, Energy and Mines (STEM), the National Building Energy Code Collaborative and members from various energy/water efficiency advocates.

In addition, the Agency was part of a committee that provided key recommendations on the next steps to moving towards energy efficiencies through code development and application.

In the first quarter, the Agency hired a Manager of Building Policy and Sustainability and is working closely with STEM to ensure that code development and the resources required to monitor and enforce are in

place. The Agency has been undertaking a code consultation during the fourth quarter. A report on the consultation will be released during the second quarter of 2008/09

## **FIRE INVESTIGATIONS**

### ***3.5.1 To continue to develop and support Arson Strike Force (ASF) models within the province.***

In 1999, due to an overwhelming problem with arson-related fires in Winnipeg, an ASF consisting of members from Winnipeg Fire Paramedic Service (WFPS), the Winnipeg Police Service (WPS) and the Agency was formed. Following the formation of this tri-party organization, a notable decrease in arson-related fires was shown. However, there has been a noted increase in arson-

related fires in rural Manitoba. This has resulted in the formation of a similar model in 2004 in the City of Brandon and an ASF model in the City of Thompson in 2006 and the City of Dauphin in the first quarter of this year.

As the Agency continues to monitor arson-related activity, the need to be a major contributor to the ASF models has become apparent. The Agency will work with high-risk, arson-related areas in the establishment of joint agency task forces.

## **EMERGENCY RESPONSE**

### ***3.6.1 To continue to prepare for and respond to emergencies in the province too large or complex to be handled by the local Municipal or Mutual Aid System.***

Recognizing the legislated mandate under the FPERA to provide effective emergency response and support, the Agency has been pro-active in developing and enhancing its emergency response capabilities. The Agency continues to provide a critical link in Manitoba's safety infrastructure, through

support of the Municipal Emergency Response system while ensuring that it remain a leader in the emergency services field.

Given that the Agency has been pro-active in developing and enhancing its emergency response capability and commitment to public safety, the Agency has noted the following successes to date:

- Continued development of the Provincial Urban Search and Rescue (USAR) capabilities.



2007 Ice Rescue Training



GSAR Tower Rescue Exercise 2007

- Continued development of the Provincial Hazardous Materials Technician capabilities.
- Jointly funded federal and provincial capital improvements at the Manitoba Emergency Services Practical training site for the purpose of USAR training and response.
- In August 2007, the Agency hosted a multi-agency Ground Search and Rescue (GSAR) training exercise for response to lost or missing persons.
- The Agency continues to support Manitoba Conservation - Fire Program and municipalities by providing property and value protection during wildland urban interface fires, including supporting water bomber efforts within municipal jurisdiction.
- The Agency continues to support the emergency services departments of Manitoba, whenever and wherever requested, in order to ensure effective incident management is being implemented at all emergencies.

The Agency responded to 45 incidents during the 2007/08 year.

### ***3.6.2 To continue to develop the capability of USAR within Manitoba.***

In 2004, the Province of Manitoba, through Treasury Board, and supported by the Cabinet Sub-Committee on Security, directed the OFC to develop a USAR capability for the province. This project is a federally-funded initiative with the province committing 25 per cent of the funding and the federal government committing 75 per cent.

USAR is defined as: "The location of trapped persons in collapsed structures using dogs and sophisticated search equipment; heavy equipment such as cranes to remove debris; the work to breach, shore, remove and lift structural components; the treatment and removal of victims; and the securing of partially or completely collapsed structures".

To date, the Agency has been very active in the development of the provincial USAR capability through the following initiatives:

- Acquisition of specialized rescue equipment.
- Development of a Provincial Instructor Network.
- Development of provincial USAR training programs.
- Delivery of basic level USAR training programs to volunteers and participating agencies including police, fire, emergency medical services and industry representatives.

In the first quarter, the Agency received approval for three cost-shared initiatives which will provide operating dollars for ongoing training, the establishment of training props, as well as an air deployment

exercise to Churchill which was completed in the third quarter. This support is extremely important to the long-term success of this very important initiative and will continue to be pursued in future business plans.

***3.6.3 To continue to support, develop and ensure sufficient resources are available to respond as part of the Provincial Chemical Biological Radiological and Nuclear (CBRN) initiative.***

Over the past year, the Agency has been active in the delivery of CBRN basic level training to the emergency response departments of Manitoba in an effort to ensure that initial responders have the knowledge and ability to recognize a possible CBRN incident.

Two Agency representatives attended a Weapons of Mass Destruction Technician Program in 2006/07 at the Goodfellow Air Force Training Academy in San Angelo, Texas as part of a joint training initiative with the United States Department of National Defence. Eight Agency staff members attended the Chemical Biological and Radiological Intermediate Training Program at the Canadian Emergency Preparedness College in Ottawa, Ontario as part of the 24 person Manitoba team. In addition 3 staff were trained in CBRNE advanced skills in DRDC Suffield Alberta during the third quarter.

The Agency will continue to maintain the provincial capabilities through monitoring of all responses to hazardous materials incidents by emergency services departments across Manitoba, educating and recertifying all team members and will ensure that all incidents are managed safely and effectively through the implementation of a proper Incident Command System.

In the first quarter, the Agency received confirmation of two federal/provincial JEPPE grants which will provide equipment and training for the CBRN team. This equipment has been secured and training was completed in the second quarter.

***3.6.4 To continue to train and educate government departments in Incident Command as directed by the Deputy Minister's Committee on Emergency Management.***

In 2006/07, the Agency, through the Deputy Minister's Committee on Emergency Management, was directed to ensure that government departments are trained and educated in Incident Command due to several factors. One of the reasons for this direction is due to the fact that within the Agency's new legislation there is a requirement for the Fire Commissioner to ensure that an Incident management system is in place during all major emergencies and disasters. This system will be defined by regulation and will set out requirements that must be in place during emergency or disaster operations.

In addition, there have been recommendations that Incident Command is the preferred model to ensure that emergencies or disasters are handled in accordance with a nationally and internationally recognized system. This system is currently being used by Manitoba Conservation and Manitoba Health during emergency responses.

In the first quarter, the Agency provided education and training to Public Safety Canada and provided further training to ANA in the second quarter of 2007/08. Training was also provided to the WPS in the fourth quarter.

### ***3.6.5 To continue to support, develop and enhance the Provincial GSAR team.***

The responsibility for GSAR in Manitoba rests with the police agency having jurisdiction. Through a MOU between the Agency and the RCMP, and as directed by the Province's Emergency Plan, the Agency provides logistical support to search and rescue operations and is responsible for the training, development and coordination of the volunteer GSAR team network. As previously discussed in this Section, the authority to ensure an effective Incident Command System is implemented at all provincial emergency incidents remains with the Agency.

The Manitoba Provincial GSAR network has been developed over the past 12 years through the provincial mutual aid network as well as the First Nations Tribal Council areas across the province. Presently there are 28 active volunteer GSAR teams trained and equipped to respond across the province.

This year the Agency has developed the following action plans:

- Continue to maintain the Provincial GSAR volunteer team network through the delivery of certified training programs at the district level, hosting of an annual Provincial GSAR training exercise, and offering a winter rescue and survival training program for GSAR personnel;
- Continue to support the RCMP and other police agencies having jurisdiction by providing logistical support and coordination of volunteer SAR teams, as well as ensure an effective Incident Command System is implemented at all GSAR incidents across Manitoba;
- Continue to work with the WPS to develop an effective GSAR network within the City of Winnipeg.

In addition, under a Federal New Initiatives Fund (NIF) for Search and Rescue, the Agency hosted an annual multi-agency GSAR exercise in the second quarter and provided winter rescue and survival training programs to GSAR personnel in the fourth quarter.

The Agency has responded to seven GSAR incidents at the request of the RCMP or WPS.

### ***3.6.6 To continue to support police services in responding to illegal drug operations such as methamphetamine laboratories.***

All sources of information indicate that there appears to be an increase in illegal drug lab activity in the province.

The Agency has developed a MOU with the RCMP to assist them in the safe mitigation of these labs, by providing the necessary fire and rescue protection, as well as specialized hazmat services.

The Agency recently hosted a two day joint training exercise with the RCMP Clandestine Drug Lab Team in an effort to ensure the Agencies were familiar with the mandate and capabilities of each other, and that joint response protocol could be developed. As well, the Agency through the recent changes to the Act will be responsible to ensure that support for illegal drug operations is provided.

During the first quarter the Agency responded to two illegal drug operations and in the third and fourth quarter a total of 14 illegal drug operations received response.

# 4

## PERFORMANCE MEASURES



2008 Engine check at Iqaluit Fire Department

### *Investigations:*

Fire investigations are conducted by members of the Manitoba Fire Service or the OFC in co-operation with police authorities and the insurance industry. Clients call upon the services of our fire investigators for situations such as fire fatalities, serious injuries, explosions, fires where origin or cause cannot be determined and any fire resulting in a major loss to the community.

The goal of the OFC is to see the number of investigations decline. This would reduce operating costs through the reduction of overtime paid to investigators. The key to achieving this goal is to continue training members of the Manitoba Fire Service in fire investigations. This would allow OFC investigators to deal with the more critical investigations.

The investigation work done by the Agency assists in the laying of criminal charges and conviction of criminals. No specific targets are set in these areas as the number of charges and convictions fluctuate with the number of arson incidents. Decisions made and actions taken by the police and prosecutors influence both the number of charges and convictions.

Where arson is the cause of a fire, there can be savings to the insurance industry through reduced payouts. Investigative work also identifies how a structure performed during a fire which provides valuable evidence as to the adequacy of existing building codes. The knowledge gained is used to provide input into the code setting process.

	2007*	2006*	2005*
Number of investigations conducted	636	738	759
Per cent of fires for which a cause was determined	84%	83%	80%
Number of charges laid	65	49	97
Decrease/(increase) in arson/suspicious fires			
a.) Winnipeg	21%	(39%)	(13%)
b.) Remainder of Province	(13%)	13%	(62%)
Deliver two Youth Fire Stop Programs to investigation and support Agencies	3	3	2

\* Calendar year

## *Manitoba Emergency Services College (MESC):*

The MESC provides training in program areas including Fire Fighting Practices, Fire Service Instructor, Public Safety, Rescue, Hazardous Materials, Driver/Operator, Institutional Fire Protection, Fire Officer, Fire Investigation, Building Standards and Fire Prevention.

The large number of graduates from these MESC courses helps ensure that the province maintains a network of trained emergency response personnel. In addition to providing free training to our traditional Manitoba client, the MESC has been seeking revenue sources through new clients.



Student training at the MESC

<b>MESC Programs</b>	<b>2007/08</b>	<b>2006/07</b>
Number of people certified through MESC	6,425	5,613
Gainful employment for Public Fire Protection Program students in an emergency service career within one year of graduation	82%	80%
Overall satisfaction rating of MESC programs by Public Fire Protection Program students	90%	90%
Satisfaction rating of individual courses offered by the MESC (scale of 10)	9.8	9



Students preparing truck at MESC

## ***Critical Incident Stress Management (CISM):***

The OFC initiated, developed and now maintains a provincial network of trained Critical Incident Stress Management personnel. Their primary role is to provide support to first responders who are engaged

in critical incidents to mitigate the negative psychological affects that such incidents can have on the personal and career lives of these responders.

	2008	2007
Maintain 7 Provincial Teams	7	7
Response to CISM requests at the Regional levels actioned within 4 hours	95%	95%
Response to CISM requests at the Provincial level actioned within 1 hour	98%	98%
Development and delivery of appropriate training programs: 5 Basic CISM Programs per year, 1 Advanced CISM program per year	7 Basic Completed 4 Advanced Delivered	7 Basic Completed 3 Advanced Delivered

## ***Codes and Standards:***

The Codes & Standards Section plays an important role in public safety. By reviewing building plans, inspecting buildings and providing consultative services to the public, the staff work to ensure that buildings meet provincial Building, Fire and Plumbing Codes and do not present a serious threat to public safety. The goal of this section is to reduce injuries, deaths and property losses arising from substandard construction. We cannot readily quantify these public benefits.



2007 Building inspection at Dauphin

	2008	2007
Time to process building permits (% within 9 working days)	96%	90%
Delivery of awareness seminars for Recreational Vehicles/Mobile Home dealers re: safety requirements	4	4
Develop delivery of educational programs with other government agencies	2	3
Delivery of contractor information sessions	4	3

## *Emergency Services/Municipal Support:*

The fire service in North America has traditionally been re-active. It responds to emergency situations as they arise with less emphasis on prevention.

The Agency wants to help ensure that the Manitoba Fire Service places an emphasis on prevention and education in an effort to minimize the number of life and property threatening incidents that occur.

To this end, the Agency has developed a Five Step Action Plan for the Municipal fire service. The Agency will continue to work with the Manitoba fire departments to help implement the program.

	2007/08	2006/07	2005/06
Attendance of Emergency Services Officers or OFC representative at Mutual Aid and Training District meetings	92%	90%	90%
OFC Management to attend one Mutual Aid District meeting per district per year	97%	20/20	20/20
Requests for assistance from Municipal council or fire department actioned within 3 working days	85%	92%	90%
Requests for fire inspections from all client groups actioned within 5 working days	92%	87%	90%
Delivery of Elected Officials Seminars at the Mutual Aid level	7	8	2



OFC's K9 Murphy at a Search and Rescue training exercise 2007

## *Emergency Response:*

	2007/08	2006/07	2005/06
When requested to respond to emergency situations the response shall be within 45 minutes of call	100%	100%	100%
Number of emergency responses	43	30	29

# 5

## FINANCIAL DISCUSSION AND ANALYSIS



Participants at Live Burn 2007

### REVENUES (000's)

**Levy** - The amount recorded as levy revenue is the actual amount received to the end of May 2008 against fire levy returns filed for the calendar year 2007. The insurance premiums to which the levy is applied increased \$24,000 over the previous year.

**Codes & Standards** - Codes & Standards revenue is \$171 under last year and \$620 over budget. Revenue from this source fluctuates significantly with economic cycles, particularly building construction.

**Tuition and Contract Revenue** - Tuition and contract revenue is \$221 over last year as the Manitoba Emergency Services College delivered the PFPP program to an additional 16 students this year and tuition for the PFPP program increased during the year. Tuition and contract revenue is \$266 under budget due to lower than expected revenue from the Manitoba Emergency Services

College's fee for service courses. Our primary customer for training, the Manitoba Fire Service, continues to receive training at no charge.

**New Search and Rescue (SAR) Initiative Fund (NIF) Grant** - The purpose of this grant is to enhance Manitoba search and rescue capabilities by developing the volunteer search and rescue system aimed at Northern and remote areas of Manitoba. No grants were applied for this year.

**JEPP (Joint Emergency Preparedness Program) Capital Grant** - The amount of \$129 represents revenue taken in from the deferred revenue account for capital asset purchases, as discussed in the Notes to the Financial Statements.



Thompson Hazmat Exercise 2007

**JEPP (Joint Emergency Preparedness Program) Initiative Operating Grant** - The purpose of this grant is to provide for the continued maintenance, training and education and scheduled team meetings and exercises to support the HUSAR and HAZMAT capability within the Province of Manitoba. Grants totaling \$404 were applied for this year.

**Interest** - Interest revenue is earned on the cash surplus accumulated in March 2007 when funds for the Fires Prevention Fund were received for the current fiscal year. The surplus is drawn down throughout the year to finance OFC operations and capital spending.

**Summary** - Agency revenues are over budget by \$1,205 because permit and levy revenue continue to be strong. The favourable variance in JEPP operating grants is offset by the unfavourable variance in tuition revenue.

## EXPENDITURES

**Salaries & Benefits** - Salaries and benefits are \$514 over last year and \$215 over budget as a result of a larger staff and overtime payments.

**Vehicle Lease** - Vehicle Lease costs are \$31 over last year because of rising fuel costs and \$29 under budget.

**Travel** - Travel costs are \$168 over last year and \$263 over budget. Some of this unfavourable variance is offset by the favourable variances on the Emergency Response and Cost Recovery lines.

**Amortization** - Amortization costs are \$42 over last year and \$46 over budget.

**Mutual Aid** - The mutual aid line item represents incentive grants given to mutual aid districts to encourage the delivery of training programs in their districts with their own personnel. Certain criteria must be met before a grant will be issued. This amount is \$14 over last year and \$29 over budget. We also received an unbudgeted grant from IGA to increase the mutual aid incentive grants.

**Supplies** - Supply costs are \$433 over last year and \$547 over budget due to higher than expected supply costs in all sections of the Agency. Some of this unfavourable variance is offset by the favourable variances on the Emergency Response and Cost Recovery lines.

**Professional Services** - Professional services costs are \$69 under last year and \$63 over budget. Positions were filled this year that were contracted last year and consultants were used this year for green building code issues.

**Emergency Response** - Accounts that currently absorb these expenditures include travel and supplies.

**Summary** - Overall, expenditures have increased by \$918 over last year and are \$754 over budget. The Agency earned a surplus of \$489 versus a surplus of \$663 last year.

# OFFICE *of the* FIRE COMMISSIONER



## Management's Report

For the year ended March 31, 2008

The accompanying financial statements of the Office of the Fire Commissioner are the responsibility of management and have been prepared in accordance with Canadian generally accepted accounting principles. In management's opinion, the financial statements have been properly prepared within the reasonable limits of materiality, incorporating management's best judgement regarding all necessary estimates and all other data available up to May 12, 2008.

Management maintains internal controls to provide reasonable assurance of the reliability and accuracy of the financial information and that the assets of the Office of the Fire Commissioner are properly safeguarded.

The responsibility of the auditor is to express an opinion of whether the financial statements of the Office of the Fire Commissioner are fairly presented in accordance with Canadian generally accepted accounting principles. The auditor's report outlines the scope of the audit examination and provides the audit opinion.

On behalf of management,

Douglas M. Popowich  
Fire Commissioner

Christopher L. Jones  
Deputy Fire Commissioner



BDO Dunwoody LLP(s.r.l.)  
Chartered Accountants and Advisors  
Comptables agréés et conseillers

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Toll Free/Sans frais: 1-800-268-3337  
[www.bdo.ca](http://www.bdo.ca)

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## Auditors' Report

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### To the Special Operating Agencies Financing Authority:

We have audited the balance sheet of the **Office of the Fire Commissioner**, an Agency of the Special Operating Agencies Financing Authority, Province of Manitoba as at March 31, 2008 and the statements of operations and retained earnings, and cash flows for the year then ended. These financial statements are the responsibility of the Agency's management. Our responsibility is to express an opinion on these financial statements based on our audit.

We conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we plan and perform an audit to obtain reasonable assurance whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation.

In our opinion, these financial statements present fairly, in all material respects, the financial position of the Agency as at March 31, 2008 and the results of its operations and its cash flows for the year then ended in accordance with Canadian generally accepted accounting principles.

*BDO Dunwoody LLP*

Chartered Accountants

Winnipeg, Manitoba  
May 16, 2008

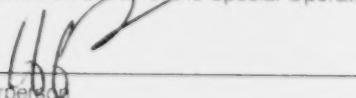
*BDO Dunwoody LLP is a Limited Liability Partnership registered in Ontario  
BDO Dunwoody s.r.l. est une société à responsabilité limitée constituée en Ontario*

**OFFICE OF THE FIRE COMMISSIONER**  
**An Agency of the Special Operating Agencies Financing Authority**  
**Province of Manitoba**  
**Balance Sheet**  
**(In Thousands)**

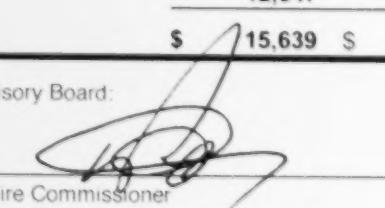
<b>March 31</b>	<b>2008</b>	<b>2007</b>
<b>Assets</b>		
<b>Current Assets</b>		
Cash	\$ 4,437	\$ 5,263
Short-term investments (Note 2)	3,000	2,400
Accounts receivable (Note 3)	1,463	471
Accrued interest	1	6
Due from Province of Manitoba - Severance (Note 4)	311	-
Due from Province of Manitoba - Vacation Pay (Note 5)	248	-
Prepaid expense	50	57
	<hr/> 9,510	<hr/> 8,197
<b>Non-Current Assets</b>		
Due from Province of Manitoba - Severance (Note 4)	-	311
Due from Province of Manitoba - Vacation Pay (Note 5)	-	248
Capital assets (Note 6)	6,129	5,464
	<hr/> 6,129	<hr/> 6,023
	<hr/> \$ 15,639	<hr/> \$ 14,220
<b>Liabilities and Equity</b>		
<b>Current Liabilities</b>		
Accounts payable	\$ 798	\$ 193
Accrued liabilities	693	490
Deferred revenue	282	272
	<hr/> 1,773	<hr/> 955
<b>Non-Current Liabilities</b>		
Severance liability (Note 7)	393	388
Deferred contributions (Note 10)	626	519
	<hr/> 1,019	<hr/> 907
<b>Equity</b>		
Contributed capital (Note 8)	11,279	11,279
Water Bomber Reserve Fund (Note 11)	200	200
Canine Training Reserve Fund (Note 12)	33	25
Retained earnings	1,335	854
	<hr/> 12,847	<hr/> 12,358
	<hr/> \$ 15,639	<hr/> \$ 14,220

Approved on behalf of the Special Operating Agency Advisory Board:

Chairperson



Fire Commissioner



The accompanying summary of significant accounting policies and notes are an integral part of these financial statements.

**OFFICE OF THE FIRE COMMISSIONER**  
**An Agency of the Special Operating Agencies Financing Authority**  
**Province of Manitoba**  
**Statement of Retained Earnings**  
**(In Thousands)**

<u>For the year ended March 31</u>	<u>2008</u>	<u>2007</u>
<b>Opening balance</b>	\$ 854	\$ 216
<b>Net income and comprehensive income for the year</b>	<b>489</b>	663
<b>Canine Training Reserve Fund Allocation (Note 12)</b>	<b>(8)</b>	(25)
<b>Closing balance</b>	<b>\$ 1,335</b>	\$ 854

**OFFICE OF THE FIRE COMMISSIONER**  
**An Agency of the Special Operating Agencies Financing Authority**  
**Province of Manitoba**  
**Statement of Operations**  
**(In Thousands)**

For the year ended March 31	2008 Actual	2007 Actual	Variance	Budget (Unaudited)	Budget Variance
<b>Revenue</b>					
Levy	\$ 5,362	\$ 5,119	\$ 243	\$ 4,926	\$ 436
Codes and standards	1,970	2,141	(171)	1,350	620
Tuition and contract revenue	1,134	913	221	1,400	(266)
JEPP initiative grant (Note 10)	404	81	323	140	264
Interest	199	138	61	102	97
JEPP capital grant (Note 10)	129	108	21	225	(96)
Grant - Health	110	90	20	-	110
Emergency services conference	98	108	(10)	100	(2)
Other revenue	76	72	4	50	26
Grant - Mutual Aid	70	-	70	-	70
Fire inspections, investigations and reports	14	21	(7)	25	(11)
Rent	5	4	1	-	5
Gain on asset disposition	2	5	(5)	-	-
New SAR Initiative (NIF) Grant (Note 9)	-	30	(30)	50	(50)
	9,571	8,830	741	8,368	1,203
<b>Expenses</b>					
Salaries and benefits	4,795	4,281	514	4,580	215
Supplies	767	334	433	220	547
Amortization	761	721	40	717	44
Travel	603	435	168	340	263
Vehicle lease	421	389	32	450	(29)
Repairs and maintenance	302	327	(25)	300	2
Rent	244	221	23	212	32
Desktop management	172	192	(20)	200	(28)
Communications	170	170	-	185	(15)
Professional services	157	226	(69)	94	63
Mutual Aid	154	141	13	125	29
Property taxes	134	135	(1)	126	8
Insurance	101	106	(5)	110	(9)
Labour services	95	95	-	96	(1)
Utilities	84	82	2	75	9
Fuel - Owned vehicles	66	61	5	50	16
Postal and courier	50	39	11	40	10
Public education material	46	50	(4)	30	16
Publications	30	35	(5)	25	5
Clothing	27	20	7	30	(3)
Other	22	22	-	50	(28)
Marketing	22	20	2	16	6
Minor capital	20	-	20	-	20
Professional development	14	30	(16)	31	(17)
Memberships and subscriptions	5	6	(1)	3	2
Seminar and conference registration	4	-	4	8	(4)
Information systems	3	-	3	75	(72)
Photofinishing	2	2	-	2	-
Bad debt	2	-	2	-	2
S.O.A. Board	1	2	(1)	2	(1)
Buildings standards board	1	-	1	3	(2)
New SAR initiative (NIF) expenditures (Note 9)	-	-	-	30	(30)
Emergency response	-	25	(25)	100	(100)
Medical computer lab	-	-	-	5	(5)
Cost Recovery	(193)	-	(193)	-	(193)
	9,082	8,167	915	8,330	752
<b>Net income and comprehensive income for the year</b>	<b>\$ 489</b>	<b>\$ 663</b>	<b>\$ (174)</b>	<b>\$ 38</b>	<b>\$ 451</b>

The accompanying summary of significant accounting policies and notes are an integral part of these financial statements.

**OFFICE OF THE FIRE COMMISSIONER**  
**An Agency of the Special Operating Agencies Financing Authority**  
**Province of Manitoba**  
**Statement of Cash Flows**  
**(In Thousands)**

For the year ended March 31	2008	2007
<b>Cash Flows from Operating Activities</b>		
Net income for the year	\$ 489	\$ 663
Items not involving cash		
Amortization of capital assets	761	721
	<hr/>	<hr/>
Net change in non-cash working capital balances	1,250	1,384
	(50)	(145)
	<hr/>	<hr/>
	1,200	1,239
<b>Cash Flows from Investing Activities</b>		
Proceeds on disposition of assets	3	16
Purchase of capital assets	(1,429)	(487)
	<hr/>	<hr/>
	(1,426)	(471)
<b>Net increase (decrease) in cash and cash equivalents</b>	<b>(226)</b>	<b>768</b>
<b>Cash and cash equivalents, beginning of year</b>	<b>7,663</b>	<b>6,895</b>
<b>Cash and cash equivalents, end of year</b>	<b>\$ 7,437</b>	<b>\$ 7,663</b>
<b>Represented by:</b>		
Cash and bank	\$ 4,437	\$ 5,263
Short-term investments	3,000	2,400
	<hr/>	<hr/>
	\$ 7,437	\$ 7,663

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**OFFICE OF THE FIRE COMMISSIONER**  
**An Agency of the Special Operating Agencies Financing Authority**  
**Province of Manitoba**  
**Notes to Financial Statements**  
**(in Thousands)**

March 31, 2008

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**1. Nature of the Office of the Fire Commissioner**

Effective April 1, 1996, the Office of the Fire Commissioner was designated as a Special Operating Agency (SOA) under The Special Operating Agencies Financing Authority Act, Cap. S185, C.C.S.M. and operates under a charter approved by the Lieutenant Governor in Council.

Effective April 1, 1996, a Transfer Agreement executed between the Government of Manitoba (Labour) and the Financing Authority, a corporation under The Special Operating Agencies Financing Authority (SOAFA) Act, transferred all assets in the Fires Prevention Fund valued at \$11.809 to the Financing Authority.

A Management Agreement executed between the Financing Authority and the Government of Manitoba (Labour) assigned responsibility to the Office of the Fire Commissioner to manage and account for the related assets and operations on behalf of the Financing Authority. The Office itself does not hold title to any assets. Effective April 1, 1996, the Financing Authority established a fund account referred to as the Fires Prevention Fund to hold these assets.

The Office of the Fire Commissioner will continue to be part of the Department of Labour and Immigration and ultimately under the policy direction of the Minister of Labour and Immigration.

The Office of the Fire Commissioner will remain bound by relevant legislation and regulations. It will also remain bound by administrative policy except where specific exemptions have been provided for in its charter in order to meet business objectives.

The Office of the Fire Commissioner is economically dependent on the Province of Manitoba, as it derives most of its revenues from the Fires Prevention Levy.

**2. Investments**

The Investment Balance represents funds on deposit with the Department of Finance of the Province of Manitoba with maturities of less than one (1) year.

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**OFFICE OF THE FIRE COMMISSIONER**  
**An Agency of the Special Operating Agencies Financing Authority**  
**Province of Manitoba**  
**Notes to Financial Statements**  
**(in Thousands)**

**March 31, 2008**

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**3. Accounts Receivable**

The accounts receivable balance is made up of the following:

	<b>2008</b>	<b>2007</b>
Insurance Branch of Department of Consumer & Corporate Affairs	\$ 288	\$ 67
Office of Critical Infrastructure Protection and Emergency Preparedness	912	342
National Resources Canada	71	-
Manitoba STEM	30	-
Manitoba Health	110	-
Other	54	62
	<b>1,465</b>	471
Less: Allowance for doubtful accounts	<b>(2)</b>	-
	<b>\$ 1,463</b>	<b>\$ 471</b>

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**OFFICE OF THE FIRE COMMISSIONER**  
**An Agency of the Special Operating Agencies Financing Authority**  
**Province of Manitoba**  
**Notes to Financial Statements**  
**(in Thousands)**

**March 31, 2008**

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**4. Long-Term Severance Receivable and Liability**

The Province has accepted responsibility for the severance benefits accumulated by the Office of the Fire Commissioner's employees to March 31, 1998. Accordingly, the opening severance pay liability balance as at April 1, 1998 of \$282 was completely offset by a receivable from the Province. An actuarial valuation report of the Agency's severance liability as at March 31, 2000 was completed and as a result the receivable from the Province was restated to \$311.

The Province of Manitoba has confirmed that it intends to pay in full the March 31, 2008 receivable balance related to prior years' funding for severance pay. This payment will be placed in an interest bearing trust account on March 31, 2009 to be held on the Office of the Fire Commissioner's behalf until the cash is required to discharge the related liability. Accordingly, this receivable is classified as current.

**5. Vacation Pay Receivable**

Effective March 31, 1996, the Office of the Fire Commissioner commenced recording the estimated liability for vacation pay for its employees. The amount of the estimated liability is determined on March 31 of each year based on eligible vacation entitlements.

The Province of Manitoba has accepted responsibility for the vacation pay benefits accumulated to March 31, 1996 by the Office of the Fire Commissioner's employees. Accordingly, the Office of the Fire Commissioner recorded, effective March 31, 1996, a receivable of \$248 from the Province of Manitoba, which is an amount that is equal to the estimated liability for vacation pay benefits at March 31, 1996.

The Province of Manitoba has confirmed that it intends to pay in full the March 31, 2008 receivable balance related to prior years' funding for vacation pay. This payment will be placed in an interest bearing trust account on March 31, 2009 to be held on the Office of the Fire Commissioner's behalf until the cash is required to discharge the related liability. Accordingly, this receivable is classified as current.

**OFFICE OF THE FIRE COMMISSIONER**  
**An Agency of the Special Operating Agencies Financing Authority**  
**Province of Manitoba**  
**Notes to Financial Statements**  
**(in Thousands)**

**March 31, 2008**

**6. Capital Assets**

	Opening Balance		Additions		Disposals		Closing Balance
Buildings	\$ 4,086		\$ 741		\$ -		\$ 4,827
Buildings - JEPP	-		\$ 95		\$ -		\$ 95
Training site	2,041		\$ 58		\$ -		\$ 2,099
Training site - JEPP	203		\$ -		\$ -		\$ 203
Equipment	1,604		\$ 251		\$ -		\$ 1,855
Equipment - JEPP	764		\$ 82		\$ -		\$ 846
Fire engines	989		\$ -		\$ -		\$ 989
Other vehicles	375		\$ 85		\$ 8		\$ 452
Other vehicles - JEPP	40		\$ 59		\$ -		\$ 99
Air compressors	385		\$ 52		\$ -		\$ 437
Furniture	70		\$ -		\$ -		\$ 70
Computers	355		\$ 6		\$ -		\$ 361
Computers - JEPP	13		\$ -		\$ 1		\$ 12
<b>Total cost</b>	<b>\$ 10,925</b>		<b>\$ 1,429</b>		<b>\$ 9</b>		<b>\$ 12,345</b>

	Opening Accumulated Amortization		Disposition		Current Year's Amortization		Accumulated Amortization
Buildings	\$ 1,333		\$ -		\$ 174		\$ 1,507
Buildings - JEPP	-		\$ -		\$ 5		\$ 5
Training site	894		\$ -		\$ 119		\$ 1,013
Training site - JEPP	28		\$ -		\$ 17		\$ 45
Equipment	1,146		\$ -		\$ 142		\$ 1,288
Equipment - JEPP	433		\$ -		\$ 82		\$ 515
Fire engines	781		\$ -		\$ 63		\$ 844
Other vehicles	254		\$ 6		\$ 59		\$ 307
Other vehicles - JEPP	30		\$ -		\$ 23		\$ 53
Air compressors	253		\$ -		\$ 37		\$ 290
Furniture	63		\$ -		\$ 2		\$ 65
Computers	237		\$ -		\$ 37		\$ 274
Computers - JEPP	9		\$ -		\$ 1		\$ 10
<b>Total Amortization</b>	<b>\$ 5,461</b>		<b>\$ 6</b>		<b>\$ 761</b>		<b>\$ 6,216</b>
<b>Net Capital Assets</b>	<b>\$ 5,464</b>				<b>\$ 6,129</b>		

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**OFFICE OF THE FIRE COMMISSIONER**  
**An Agency of the Special Operating Agencies Financing Authority**  
**Province of Manitoba**  
**Notes to Financial Statements**  
**(in Thousands)**

**March 31, 2008**

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**7. Severance Liability**

Effective April 1, 1998, the Office of the Fire Commissioner began recording accumulated severance pay benefits for its employees. The amount of severance pay obligations is based on actuarial calculations. The periodic actuarial valuations of these liabilities may determine that adjustments are needed to the actuarial calculations when actual experience is different from that expected and/or because of changes in actuarial assumptions used. The resulting actuarial gains or losses are amortized over the expected average remaining life of the related employee group.

An actuarial report was completed for the severance pay liability as at March 31, 2005. The report provides a formula to update the liability on an annual basis. The Office of the Fire Commissioner's actuarially determined net liability for accounting purposes as at March 31, 2008 is \$393 (2007 -\$388).

**8. Contributed Capital**

In consideration of the transfer of said assets effective April 1, 1996, the SOAFA shall:

- a) not incur or repay to the Government of Manitoba any debt relative to the assets as described in the balance sheet prepared as of March 31, 1996 and verified by the Department of Finance; and
- b) record the balance of \$11,038 (being the balance of the net assets as described in the balance sheet prepared as of March 31, 1996 and verified by the Department of Finance) as Manitoba's equity in the Financing Authority as related to the Agency's operations.

Due to a change in accounting policy, buildings were being amortized over 40 years as opposed to 30 years. This has resulted in a revaluation of buildings as at April 1, 1996. The value of buildings and contributed equity has increased \$241 as at April 1, 1996 to \$11,279.

**9. New Search and Rescue (SAR) Initiative (NIF)**

On a quarterly basis, the Office of the Fire Commissioner applies for a grant from the National Search and Rescue Secretariat of the Department of National Defence. The purpose of this grant is to enhance Manitoba search and rescue capabilities by developing the volunteer search and rescue system aimed at northern and remote areas of Manitoba.

The New SAR Initiative (NIF) Grant line item reflects the grant received for the year ended March 31, 2008 of \$- (\$30 in 2007).

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**OFFICE OF THE FIRE COMMISSIONER**  
**An Agency of the Special Operating Agencies Financing Authority**  
**Province of Manitoba**  
**Notes to Financial Statements**  
**(in Thousands)**

**March 31, 2008**

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**10. Joint Emergency Preparedness Program (JEPP) Grant**

The Office of the Fire Commissioner applies for grants from the Office of Critical Infrastructure Protection and Emergency Preparedness. The two purposes of these grants are to enhance the Province of Manitoba's ability to respond to hazardous material and heavy urban search and rescue emergency responses through the provision of equipment and training.

JEPP operating grant revenue for the year ended March 31, 2008 is \$404 (\$81 in 2007). An amount of \$129 was taken into revenue from the deferred revenue account for the amortization of the JEPP assets for the year ended March 31, 2008 (\$108 in 2007).

JEPP capital assets in the amount of \$236 have been purchased in the year ended March 31, 2008 (\$81 in 2007). JEPP deferred revenue is equal to the net book value of assets purchased with JEPP capital grants. JEPP deferred revenue as at March 31, 2008 is \$626 (\$519 in 2007).

**11. Water Bomber Reserve Fund**

The Agency received approval from Treasury Board in Fiscal 2005 to establish a special reserve fund for water bomber fire suppression activities. This fund is capped at an amount of \$200 and will be utilized to cover the costs associated with water bomber deployment for non-forest fire incidents occurring on Rural Municipality property. As at March 31, 2008, the agency has allocated a total of \$200 to this fund from its Retained Earnings account.

**12. Canine Training Reserve Fund**

The Agency established a special reserve fund for replacing and training a rescue dog. The total cost to train a dog is estimated at \$40 and the average time a dog spends in service is six years. In March 2007, the Agency allocated \$25 to this fund from its retained earnings. An allocation of \$7.5 has been made to the fund this year and a final allocation of \$7.5 will be made next year to cap the fund at \$40. In the year after the fund is capped, an annual allowance will be included in the Agency's operating budget. Once this fund has been used it will be discontinued.

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**OFFICE OF THE FIRE COMMISSIONER**  
**An Agency of the Special Operating Agencies Financing Authority**  
**Province of Manitoba**  
**Notes to Financial Statements**  
**(in Thousands)**

March 31, 2008

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**13. Commitments and Contingencies**

The Office of the Fire Commissioner as tenant has entered into a Lease Agreement with the City of Brandon as Landlord for the land upon which the practical training facility has been constructed. The term of the lease expires May 31, 2012. Minimum annual rent is \$11 due in equal monthly instalments, plus all operating costs with respect to the subject land.

Office equipment leases exist for four copy machines. The longest lease expires November 30, 2008.

The Office of the Fire Commissioner has entered into leases on a fleet of 34 vehicles.

These three categories of leases give rise to commitments as follows:

2009	\$	185
2010		131
2011		107
2012		70
2013		47

**14. Pension Benefits**

Employees of the Office of the Fire Commissioner are eligible for pension benefits in accordance with the provisions of the Civil Service Superannuation Act, administered by the Civil Service Superannuation Board (CSSB). The CSSA established a defined benefit plan to provide benefits to employees of the Manitoba Civil Service and to participating agencies of the Government, including the Office of the Fire Commissioner, through the Civil Service Superannuation Fund (CSSF).

Effective March 31, 2001, pursuant to an agreement with the Province of Manitoba the Office of the Fire Commissioner transferred to the Province the pension liability for its employees. Commencing April 1, 2001, the Office of the Fire Commissioner was required to pay to the Province an amount equal to its employees' current pension contributions. The amount paid for 2008 was \$191 (\$174 in 2007). Under this agreement, the Office of the Fire Commissioner has no further pension liability.



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**Auditors' Report**  
**Schedule of Public Sector Compensation Disclosure**

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**To the Special Operating Agencies Financing Authority:**

We have audited the Schedule of Public Sector Compensation Disclosure (as defined under The Public Sector Compensation Disclosure Act) of the **Office of the Fire Commissioner**, an Agency of the Special Operating Agencies Financing Authority, Province of Manitoba for the year ended March 31, 2008. This financial information is the responsibility of the organization's management. Our responsibility is to express an opinion on this financial information based on our audit.

We conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we plan and perform an audit to obtain reasonable assurance whether the financial information is free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial information.

In our opinion, this schedule presents fairly, in all material respects, the compensation of the **Office of the Fire Commissioner**, an Agency of the Special Operating Agencies Financing Authority, Province of Manitoba greater than or equal to \$50,000 and the aggregate amount paid to its board members for the calendar year ended March 31, 2008 in accordance with, and as required by, The Public Sector Compensation Disclosure Act.

*BDO Dunwoody LLP*

Chartered Accountants

Winnipeg, Manitoba  
May 16, 2008

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**OFFICE OF THE FIRE COMMISSIONER**  
**An Agency of the Special Operating Agencies Financing**  
**Authority**  
**Province of Manitoba**  
**Schedule of Compensation Disclosure**

**(In Thousands)**

**For the year ended March 31, 2008**

Pursuant to the disclosure required by The Public Sector Compensation Disclosure Act, no remuneration was paid to Advisory Board members. During the fiscal year ended March 31, 2008, the following employees received compensation of wages and taxable benefits of \$50 or more:

<b>Name</b>	<b>Position</b>	<b>2008</b>	<b>2007</b>
D Popowich	Fire Commissioner	98	95
R Vandekerkhove	Manager, Operations East	98	77
W Harrow	Investigator	97	85
C Jones	Deputy Fire Commissioner	86	82
K Hykawy	Codes and Standards Officer	82	59
D Singleton	Emergency Services Officer/Instructor	81	81
D Schafer	Manager, Operations West	81	80
C Hogarth	Investigator	80	80
G Favelle	Manager, Critical Incident Stress Management	79	78
D Beacham	Acting Manager, Codes and Standards	79	67
R Bridges	Emergency Services Officer	77	88
M Bedford	Emergency Services Officer	77	68
K Carmichael	Emergency Services Officer	70	70
R Gillis	Emergency Services Officer	69	65
J Burch	Controller	68	-
D Franchewski	Emergency Services Officer	67	51
R Harvey	Coordinator, Rescue Programs	66	66
R Pike	Coordinator, Public Fire Paramedic Program	66	65
J Wedge	Codes and Standards Officer	66	59
K Oman	Codes and Standards Officer	66	58
R Denslow	Emergency Services Officer	65	63
K Kroeker	Emergency Services Officer/Instructor	64	64
G Giesbrecht	Emergency Services Officer/Instructor	64	63
M Kerbis	Emergency Services Officer/Instructor	64	56
T Grimshaw	Codes and Standards Officer	63	59
T Jennings	Codes and Standards Officer	63	59
S Wolf	Codes and Standards Officer	63	59
G Winder	Emergency Services Officer/Instructor	63	58
L Oliver	Coordinator, Emergency Medical Programs	62	61
A Gray	Emergency Services Officer	62	60
S Dufresne	Emergency Services Officer/Instructor	62	56
A Campbell	Codes and Standards Officer	62	55
K Giersch	Emergency Services Officer/Instructor	62	55
J Panagapko	Emergency Services Officer/Instructor	62	-
T Praznik	Emergency Services Officer/Instructor	61	62

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**OFFICE OF THE FIRE COMMISSIONER**  
**An Agency of the Special Operating Agencies Financing**  
**Authority**  
**Province of Manitoba**  
**Schedule of Compensation Disclosure**

(In Thousands)

**For the year ended March 31, 2008**

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<b>Name</b>	<b>Position</b>	<b>2008</b>	<b>2007</b>
R McDonald	Green Building Policy Development Officer	61	-
B Popko	Manager, Manitoba Emergency Services College	60	61
E Cummings	Training Development Officer	56	-
D Romo	Codes & Standards Officer	55	-
R Hoglander	Codes & Standards Officer	55	-
K Danino	Public Education Officer	54	53
K Chemerika	Emergency Services Officer/Instructor	53	-
B Hollier	Manager, Administration and Support Services	52	58
K Swan	Investigator	-	89
K Lanceley	Emergency Services Officer	-	64
S Fisher	Emergency Services Officer/Instructor	-	63
M Jackson	Emergency Services Officer	-	61

Any disclosures of wrongdoing received by Office of The Fire Commissioner pursuant to *The Public Interest Disclosure (Whistleblower Protection Act)* will be reported in the annual report of Office of The Fire Commissioner.



**Office of the Fire Commissioner  
Manitoba Emergency Services College**

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